

**ALL UNIVERSITY COMMITTEE**

**Thursday, December 3, 2020**

**3:30 PM**

**Virtual: Google Meet**

**Minutes**

**Committee Members in Attendance:**

Laura Bayless, Cathy Canney, Alberto Cardelle, Joseph Cautela, Rala Diakite, Sara Levine, Christa Marr, Kerry McManus, Michael Nosek, Steve Olson, Charles Roberts, Daniel Sarefield, Kisha Tracy, Amy Wehe

**Guests:** Aruna Krishnamurthy, Nirajan Mani, Kelly Norris, Nelly Wadsworth

*AUC Michael Nosek called the meeting to order at 3:32 pm*

**Acceptance of Sub-Committee Minutes**

Motion: Daniel Sarefield      Second: Sara Levine

- Student Affairs Committee Meeting on 10/27/2020
- Curriculum Committee Meeting on 11/19/2020
- Academic Policies Committee Meeting on 11/30/2020

Vote: 14/0/0

**Approval of Minutes**

Motion: Daniel Sarefield      Second: Sara Levine

AUC Committee Meeting on 11/5/2020

Change Zip codes to "CIP" codes for new program proposal forms. Syllabi requirements for the forms as well. We will add to the minutes we will act on these later.

Vote: 13/0/1 (Y/N/A)

## Referral of New Proposals

Motion: Sara Levine    Second: Alberto Cardelle

- Refer AUC 12, 13, 15, 16, 17, 18, 19, 20, 21, and 22 to the Curriculum Committee
- Refer AUC 23 and AUC 24 to the Academic Policy, Curriculum, and Student Affairs Committees

Vote: 14/0/0

## Review of Proposals

AUC #4 has been tabled for now.

### **AUC #6 – Changes to Prerequisites for Some CSC Courses**

Motion: Rala Diakite    Second: Daniel Sarefield

There was a mix up with the invite to the sponsor so will table for now.

Motion to table the proposal by Rala Diakite and seconded by Joe Cautela

Vote: 14/0/0

### **AUC #14 – Change to the Incomplete Policy for Fall 2020**

Motion: Rala Diakite    Second: Joe Cautela

Presented by Alberto Cardelle

This proposal is to postpone implementation of the new incomplete policy, AUC 114 from last year. It's a much better policy and this new policy requires more interaction between faculty members and the students. Requires the faculty member to complete a form, list the work that needs to be completed and list the grade that the student would receive if the work is not completed. That form then goes to the advisor and then the Registrar's Office.

Given that the semester is currently ending, we propose that we wait one more semester to fully implement this policy change. We would send out instructions for the new policy at the beginning of the spring 2021 semester so all faculty and students know about this new incomplete policy.

This new proposal asks to have us go back to the incomplete policy we used in spring 2020 in which the faculty awarded an incomplete at their discretion and the work has to be completed at the end of the following semester, so that would be May 5<sup>th</sup> which is the last day of classes for the spring 2021 semester. Instructors may assign or inform a student of an earlier deadline. If the incomplete has not been changed and updated with a grade, the IN will turn to a 0.0 grade. We would suspend AUC #114 until fall 2021. There were some friendly amendments at the joint AUC meeting. (See minutes from joint AUC Meeting)

A question was raised considering May 5<sup>th</sup> as the last day to make up incompletes. The last day of classes is last day of finals, which is May 12 without a final exam schedule. Since not holding a scheduled finals exam week technically the deadline for incompletes should be changed to May 12<sup>th</sup>. Sponsor accepted this as a friendly amendment.

Questions were raised about any potential consequences of incomplete verses low grade as it relates to prerequisites and financial aid. Working on a Banner workflow that will notify advisors if any of their advisees receive an incomplete grade.

Will have a cleaned up version of proposal with amendments incorporated. We will ask the Registrar to send an email alerting faculty. We will post to the web once approved by the president.

Vote: 14/0/0 (Approved w/ friendly amendments)

## **Other Business**

### **Updates to Academic Calendars**

Presented by Cathy Canney

At the last AUC meeting we finalized the fall 2022 – spring 2023 academic calendar and there was some interest from some of the AUC committee members in considering adding reading days to the fall 2021 and spring 2022 academic calendar. We agreed to insert those to see how they would flow and see if we were to consider that. We are not proposing this; this proposal is a collaboration with the President's Office and the Provost Office but we have not met with the President about this. This is our last chance at the 2021-2022 calendar. If we were to insert reading days for fall 2021, Thursdays would move to 12 class meetings and for spring 2022 Wednesday would move to 14 class meetings. Again, we are not proposing this change. Cathy has brought the calendar with those reading days and it is the AUC committee's obligation to decide to do anything or not. So the committee would need to do an approval of these days or general consensus of these dates that they'll get attached to the calendars. A consent that we acknowledge the dates they provided us and if there is any concern on those two dates. We wouldn't have to act on them no action needed.

### **Update Proposal Forms**

Talked about forms before. Co-chairs seeking permission to amend forms with some minor. Basically just adding a couple of lines so that we have important information that should be on the forms and make book keeping easier.

- 1.) New Academic Program Form:
  - Add a sponsor line so we know who the contact person is.
- 2.) LA&S Course Designation Form:
  - a. Add a proposal title line.
  - b. Dean Barricelli asked if we could change the code for civic learning from CL to CV. This is because CL is being used by the university for other things. This is also on the new course form as well, so need to change that there.

- 3.) New Course Form:  
Dean Barricelli asked if we could change the code for civic learning from CL to CV. This is because CL is being used by the university for other things.
- 4.) Main AUC Form:  
Add proposal title.
- 5.) New Program Form: Add CIP code line
- 6.) Also talk about changing the syllabi requirement line from AUC requirement to university requirement.

Daniel moved and Laura seconded to accept these changes. We'll post them up on the website once they've been updated.

Vote: 14/0/0

### **Discussion of GPA scale**

Presented by Joe Cautela

Student AUC member presented a PowerPoint that he also presented to SGA and some administrators of the university. He reviewed the main points of GPA concerns that have been brought to SGA. Presentation outline showed past GPA scale prior to 2008; current GPA scale; concerns with current GPA scale; student voices and SGA involvement.

Compared Fitchburg State University GPA scales to other institutions in the state. Student showed information about previous Fitchburg State University GPA scale that was effective until 2008. This scale did not have numerical grade to compare to the percentage. Each professor had their own way of grading. Was easier for students to understand.

Current GPA scale is a linear type scale. Goes up by 11 for each grade. This type of scale helps students receiving lower grades of 1.0 which starts at a 60; at other institutions the 1.0 starts at 64-66. This scale also hurts the higher achieving students who are receiving a grade of 4.0 which is 95-100, but at the other institutions their 4.0 is 94-96 for an A then 97-100 for an A+ grade.

GPA concerns:

1. Higher achieving students receive lower GPAs.
2. Lower achieving students receive higher GPAs.
3. SGA wants an equitable GPA scale that helps lower and higher students.
4. No other GPA scale uses .5
5. Not a constant growth for each GPA point.
6. Grade range is arbitrary.

Interest in considering a new GPA scale through an AUC proposal. Feels it is difficult for students to come up with a GPA scale on their own so asking for help about how to proceed. Talked with SGA about best ways to proceed and they came up with two ideas: Create a committee through the AUC process and create a proposal. The other way would be to create a work group related to AUC and meet to create a proposal on our own.

Committee members discussed about why they had .5 added to the scales due to certain programs already had that implemented like (Nursing, Communications Media)

Not sure necessary to have an AUC group, but can reach out to faculty throughout campus and work together to work on a proposal and work together to put a proposal together. Encouraged to have students, faculty, and staff as well. Dr. Bayless can help to do the language and send out an email to faculty and do a call to contact you. Should be combo of identifying people personally and do an email blast. Dr. Bayless can meet with Joe and anyone else in SGA and who else you want in the conversation.

Asked to remember it may effect transfer students and implications of rounding grades. Suggestion to share the presentation to show the research that you did the graphs and info is telling.

### **Items from the floor**

#### **LA&S Update**

Kisha reported that we are on schedule for getting first round of foundation courses in. There are courses going in for every foundation requirement.

Met with Chair of the LAS Subcommittee and they don't have all guidance documents yet, and hoping to get it out. There's still 3 left in the skills but all the learning outcomes are done.

#### **Adjournment**

Motion: Sara Levine    Second: Kerry McManus

Meeting adjourned at 4:23 p.m.

Vote: 14/0/0